* All file names will be clear. There will be no use of punctuation in the filename, other than the file type extension. The name will start with the initials of the team member who last edited the file. The filename will also include a date at the end of the name and before the extension for those files that have been revised. The date will be formatted in a capital 3 letter month abbreviation followed by the day.
* Code of conduct will be relaxed. Partners will complete assigned tasks promptly. However, partners may disregard formality.
* The discussion board will be the primary means of communication.
* If a conflict arises, it will be resolved through a compromise by both team members.
* Any decision that was not delegated to an individual group member, should be agreed upon by both team members.